

Scituate Adaptive Building Reuse Committee  
Meeting Minutes: January 21, 2016

Members Attending: Karen Pritchard, Patricia Lambert, Stephanie Holland, Gordon Price, Maura Dawley, Larry Guilmette

Also Attending: Al Bangert, Doug Brown and Ashley Prester of Durkee, Brown, Viveiros & Werenfels Architects and John Catlin of Catlin and Petrovick Architects

7:00 PM - Meeting called to order at Scituate Council on Aging.

Ashley Prester discussed the contract with Durkee Brown and the programming study calendar. They feel they can keep very close to the calendar the committee set forth to conduct the programming study. Their process should be completed by mid to late April 2016. A survey monkey document was prepared with the assistance of Al Bangert. The survey will be sent to all Department Heads prior to the interview process. The survey should be completed and returned to Durkee Brown prior to their interviewing town departments/employees. The survey and interview will address how each department currently functions with discussion of possibilities for changes in the future. The list of town departments was reviewed and Ashley Presley agreed to compare his list with a list provided by Al Bangert to assure we address all. Ashley Prester and Doug Brown will conduct interviews with Town Hall, Recreation Department and School Administration offices.

John Catlin indicated he would conduct interviews with the Council on Aging Director Linda Hayes, Gordon Price and a few designees on the Senior Center programming. The Committee let him know Linda has a very thorough programming study that will be helpful to him to review prior to interviews. He hopes to complete this on 2/2/16. Doug Brown added that it is important to engage the public for their input. Gordon Price will discuss with Linda Hayes and confirm members of this demographic are included in their meeting. John Catlin inquired as to the amount of seniors in our town and Larry Guilmette reported that currently 36 % of Scituate is aged 55 or over. Ashley Prester confirmed the survey monkey document will go to the director of the Council on Aging. John requested this committee assist him once the survey and interviews are complete in prioritizing elements for the design.

Ashley Prester and Doug Brown both requested the Committee let them know if any elements, for example, historical buildings, should not be included in the design. Karen Pritchard advised the two historical buildings in the front of the Gates Property will remain and are not part of this study. Al Bangert indicated we are open to all possibilities/options for the site.

Ashley Prester asked Al Bangert to alert all town Department Heads that the survey will be forthcoming and should be returned within a few days so that interview times can be lined up. Al agreed to assist with this process. Doug Brown will forward to Al a proposed schedule for the meetings.

John Catlin will conduct the COA interviews on 2/2/16 at 11:00 am at the Council on Aging Building on Brook Street. This should take approximately 1.5 hours. Gordon Price will attend.

Karen Pritchard advised the architects that the Committee will hold a public meeting on 2/6/16 at 9:30 am at the Scituate High School library. She advised we are open to hearing any ideas for the Gates site in particular that citizens of the town may have.

The Architects will conduct a thorough discussion with Department Heads on such issues as spacing (office vs. cube vs. open space), building security, whether the building or certain departments will have evening access, green technologies, council chamber size, how work is conducted today vs. how it can be conducted in the future. The Town Administrator will be interviewed.

Karen Pritchard asked that the data be gathered and analyzed for our meeting on 2/11/16. Ashley Prester advised the survey and interview data will be analyzed. They will create a presentation including graphics. Once the design is completed a discussion of potential phasing of the project and prioritizing will be addressed. At this point a discussion with the Town Administrator and Board of Selectmen will be necessary for financial guidance.

Doug Brown advised that this programming study will be of value for the town to have without regards to what is determined for the sites.

Doug Brown asked that their contact be amended to update the dates to align with the programming schedule.

Larry Guilmette provided the committee with a SWOT analysis of the Town Hall Complex (town hall, police station and fire station) and of the Gates School Building. The police station presents significant potential environmental concerns due to the former firing range in the basement of the building. The Gates site does have potential for either a cluster housing development or high density multi-family housing. These options would maximize the yield for the town. Demolition costs are estimated to be 600k.

Karen Pritchard updated the Committee on the update to the Board of Selectmen which was held 1/20/16.

No new business  
No old business

8:55 motion to adjourn by Ms. Pritchard, seconded by Mr. Guilmette.

Next meeting: February 4, 2016 at 7:00 Pm at the Town Hall, DPW office.

Minutes Respectfully Submitted by Maura Dawley